



City of Albuquerque
Environmental Health Department
Air Quality Division
11850 Sunset Gardens SW.
Albuquerque, New Mexico 87121



REQUEST TO INSPECT PUBLIC RECORDS

TO: Custodian of Records/Division Manager

NAME: ISREAL L. TAVAREZ, P.E., DIVISION MANAGER

DIVISION FAX #: 505-768-1977

MAILING ADDRESS: 11850 SUNSET GARDENS S.W.
ALBUQUERQUE, NM 87121

FROM: NAME: _____

FULL MAILING ADDRESS: _____

AGENCY or COMPANY (if applicable): _____

TELEPHONE: _____

e-mail: _____

I would like to review the following documents (**NOTE TO REQUESTER** Please provide a detailed description of the files you are requesting to review):

- 1.
- 2.
- 3.
- 4.

Signature of Requestor

Date

****NOTE TO REQUESTER****

If you want a copy of any non-exempt public record, as provided by the Public Records Act, the Division "may require advance payment of the fees (for copying) before making copies of public records." NMSA 14-2-9.B.3. Consistent with NMSA 14-2-9.B.3 and City of Albuquerque Administrative Instruction No. 1-7, revised 5/2/02, the Division requires payment of \$.50 per page before copying.